



AUSTRALIAN
DISABILITY
NETWORK



Career Mentoring Program & Internship Program Information Session



AUSTRALIAN
DISABILITY
NETWORK

Acknowledgement of Country

We acknowledge Indigenous Australians as the traditional custodians of the land on which we meet, and acknowledge their continuing connection to land, sea and community.

We pay our respects to the people, the cultures and the elders of Indigenous communities past and present.





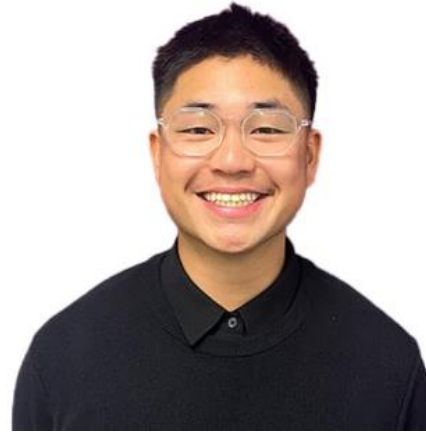
AUSTRALIAN
DISABILITY
NETWORK

Introduction to your Presenters:



Tia Kwan

Career Mentoring Program Lead



Rudy Haruta

Internship Program Lead



Session Overview

- **Australian Disability Network**
Our member organisations
- **Career Mentoring Program**
16-week professional mentoring
- **Internship Program**
Paid work experience placements



AUSTRALIAN
DISABILITY
NETWORK

Who is Australian Disability Network?

About Australian Disability Network (AusDN)

- We are a member-based organisation
- We are not a recruitment agency nor a charity
- People with disability should have the same life choices and economic opportunities as others.

- **OUR PURPOSE**

To advance the equitable inclusion of people with disability in all aspects of business

- **OUR VISION**

To create a disability confident Australia as a national peak body.



AUSTRALIAN
DISABILITY
NETWORK

Career Mentoring Program





About Career Mentoring

- Internationally recognised mentoring program
- Program runs in **Autumn (April – August) and Spring (August – December)**
- 4-month career mentoring program - Australia wide
- People with disability are paired with an industry-suited volunteer mentor
- Mentees gain industry exposure, practice interview skills, develop professional networks and build confidence
- Provides face-to-face, virtual, or hybrid mentoring option
- **This is not a pathway of gaining direct employment within the mentor's organisation**



How the program works

- Mentees meet mentor 6-8 times during the 4-month's time
- The pair will meet for 1-2 hours each time fortnightly
- Ideally the meetings will be at mentors' workplace
- Meetings are mentee-led – mentees will take the initiative to lead the meetings, e.g. setting agenda, organising meeting times, following up, etc.
- Briefing, mid program check-in and the end of program networking event
- Totally free for mentees – people with disability



Mentoring Topic Ideas

- Setting expectations / goals
- Career Tracks / Career Paths
- How does the Business work?
- Career development and networking – building your LinkedIn presence
- Communication skills
- Mock interviews and job application practice
- Dress codes
- Plan of action – post program



Mentee: Benefits

- Learn and practice new skills – mock job interviews, job applications, employability skills, and networking.
- Learning from their Mentor's experiences.
- Increased awareness and identification of their skills and abilities.
- Workplace exposure.
- Training and development ideas.



AUSTRALIAN
DISABILITY
NETWORK

Previous mentoring organisations



THE UNIVERSITY OF
SYDNEY



LANDCOM



aware
SUPER



accenture



HCF



sparke
HELMORE
LAWYERS



coles



ANZ



nab



VICTORIA



Australian Government
Australian Financial Security Authority



McMillanShakespeareGroup



Infosys®



QBE



Pfizer



LAING O'ROURKE



MEGT

Parliament
of Victoria



nbn



Mentee Eligibility

Mentee applicants must be:

- at least 18 years old,
- be committed and prepared to participate fully in the Program,
- identify as having a disability, mental health condition, or chronic illness.

➤ What is Disability? – Disability Discrimination Act (DDA) definition

- Mentee applicants do not have to be studying to apply!
- We work with Disability Employment Service Providers and other Community Organisations to find mentees to pair up with mentors from our member organisations.



Time Commitment

- Mentee briefing session: 60 minutes.
- Career Mentoring Practical Workshop – Optional: 60 minutes
- 6 – 8 mentoring meetings: 1 – 2 hours each per fortnight
- Mid-Program Check-in: 30 minutes
- End of Program Survey: 10 minutes
- Program Closing Event: 1 hour



Who are the Mentors?

- Have volunteered their time to participate in this program outside of their day-to-day job
- Want to share their work and life experiences with their Mentee.
- Are there to support Mentees to reach their goals for the program.
- Don't necessarily be a person with disability
- Come from various background with a wide range of experiences
- Completed a Disability Confidence and Awareness training



Matching Process

- AusDN completes the matching process of Mentors and Mentees
- We look for alignment in matching
- Matching is based on Mentee / Mentor: Goals for the Program, Areas of Interest / Study / Discipline, Hobbies and Interests, Location (if participating in person).
- If we find you a match, Mentors and Mentees will be informed directly by AusDN for the next steps



AUSTRALIAN
DISABILITY
NETWORK

Career Mentoring Program Impact



Outcomes

- **47%** of mentees that applied for a job during the course of the Career Mentoring Program were successful in their application.

After completing the program, Mentees reported a:

- 50% increase in confidence in job interviews.
- 53% increase in awareness of different employment pathways available.
- 49% increase in confidence in sharing disability-related information with a potential employer.
- **100%** of Mentees say they will stay in touch with their Mentor.

Hear from previous mentors and mentees



[\(Video is available on our YouTube channel: @ausdisabilitynetwork\)](#)



Next Steps

1. Deadline for upcoming Autumn applications: **16th March 2025**
 2. Program Launch: April 2025
 3. Mid-Program Check-in: June 2025
 4. Program Closing Event: August 2025
- To learn more, go to: [Find a Mentor](https://australiandisabilitynetwork.org.au/students-jobseekers/find-a-mentor/) (<https://australiandisabilitynetwork.org.au/students-jobseekers/find-a-mentor/>).
 - People with disability need to [submit a mentee application form](#) which can be found on the AusDN website.



AUSTRALIAN
DISABILITY
NETWORK

Internship Program



About AusDN Internship Program

- Commenced in 2005 with 4000+ student applications, 2600+ internships and 150+ host organisations
- Paid internship over winter or summer university break
- Gain degree-relevant work experience
- Develop skills, build network, enhance your resume

HOW DOES IT WORK?

Employers offer opportunities for students with disability to gain work experience in various disciplines.

WHAT CAN I EXPECT?

Interview experience, a supportive recruitment process, valuable feedback, and degree-relevant work.

Applicant Journey

1. Submit Application
2. Online Interview with AusDN Programs Team
3. Attend Plan for Success Session
4. Application Review
5. Shortlisting for Internship Roles
6. Submit Personalised Cover Letter
7. Applications Sent to Employer (Host Organisation)
8. Interview with Employer (Host Organisation)
9. Successful Applicants Offered Internships
10. Ongoing Support from AusDN



Program Overview

- Sydney, Melbourne, Canberra, Brisbane, Adelaide, & more
- **All placements are paid**
- **Variety of disciplines** - Commerce, Law, Science, Engineering, IT, Social Science, Marketing, Finance, Psychology, Data Science, Research and more
- **Free** for students to participate – host organizations pay a participation fee
- Strong Workplace Adjustment focus
- Ongoing support to both intern and supervisor – weekly check ins



AUSTRALIAN
DISABILITY
NETWORK

Program Expectations

- Learning Opportunity
- Practice workplace adjustment conversations
- Manage challenges and adversity
- Gain valuable experiences

Some of our previous host organisations



Customer
Service



VICTORIA POLICE



Australian Government
Attorney-General's Department





Eligibility

- Students must be in their final or penultimate year of an undergraduate or postgraduate university degree; or recent graduates within 36 months
- Have a disability, mental health condition, neurodiversity, ongoing injury or chronic illness
 - Registered with disability services at the university OR can provide relevant supporting document
- Working rights in Australia (international students are welcome)
- Applicants must be available to attend a screening interview and recruitment skills workshop conducted by AusDN before starting the program, and be committed to participate in the full program period



Timeframes

WINTER 2025

- **14th March 2025**: Applications open
- March to May: Screening interview with AusDN and Interviews with host
- July – September: Placements commence

SUMMER 2025/26

- September to October 2025: Applications open
- September – November: Screening interview with AusDN and Interviews with host
- December 2025 – February 2026: Placements commence

IMPORTANT

Internship is designed to be a minimum of 152 hours.

Placements may be completed on a full-time or part-time basis. Hours and flexibility must be negotiated with the host employer prior to commencing a placement.



Internship Experience

- Internships run in the Summer and Winter uni break
- Strong Workplace Adjustment focus
- Supervisors receives AusDN Disability Confidence & Awareness Training
- Interns receive meaningful work experience and paid a fair work wage directly by the host organisation



AUSTRALIAN
DISABILITY
NETWORK

Supports

- Professional Development workshops presented by AusDN team or host organisations
- Handbook and resources
- Regular Check ins with successful interns
- Dedicated roles for AusDN Internship candidates



Application Tips!

- Prepare your documents (Screenshots are not accepted)
 1. Resume
 2. Proof of eligibility (Disability Access Plan from university or relevant medical documentation)
 3. Academic transcript: We do not require a cover letter at this stage
- ❖ **Submit your online application form by Sunday, 20th April 2025**



What else does AusDN offer to students and jobseekers with disability?





Development Opportunities & Resources

Career Mentoring Practical Workshop in goal-setting

- Seasonal sessions in April/August for participating mentees

Plan For Success (Recruitment Skills Webinars)

- Seasonal sessions in April/October

Jobseeker Toolkit (<https://australiandisabilitynetwork.org.au/students-jobseekers/jobseeker-toolkit/>)

- When and How to Share Disability Info with Employers During Different Recruitment Stages ([Guide](#))
- Top Tips for Interviews, Cover Letters and LinkedIn Networking



Mark the Dates

- **Throughout the year:** Career Mentoring Program Mentee Applications open
- **14th March 2025:** Internship Program Applications Open
- **16th March 2025:** Career Mentoring Autumn 2025 Mentee Applications close
- **March – April 2025:** Winter 2025 Internship Program Information Session
- **20th April 2025:** Internship Program Applications Close
- **April – August:** Career Mentoring Autumn 2025 cohort
- **July – September 2025:** Winter 2025 Internship Period
- **August – December:** Career Mentoring Spring 2025 cohort

You can apply for both programs on our website: australiandisabilitynetwork.org.au/
You can register for the program-related events on [our Upcoming Events page](#)



AUSTRALIAN
DISABILITY
NETWORK

**How could we further collaborate
and work together with service
providers/community groups?**





How you can assist

- **Offer multiple modes of engagement**
- **Organise information sessions** or career workshops to coincide with program application periods
- **Incorporate AusDN program dates into the annual plan**, so that all team members are across these dates
- **Consider working with other teams in your promotions**
- **Broaden promotions of AusDN's programs** to other intersectionality groups
- **Share AusDN resources** and email communications



What AusDN can do

- **Attend events or facilitate information sessions** (in-person or virtual)
- **Connect your teams with past participants** in AusDN programs
- **Provide a list of key dates and media packs** for programs. [Subscribe to our Mailing List](#) for regular updates
- **Provide statistics and updates** on numbers of students/your referral applying and successful for programs
- **Answer queries directly:** applications@AusDN.org.au or phone: 02 8270 9200.



Got Any Questions?

Contact the Programs Team at Australian Disability Network:

- Email: applications@ausdn.org.au
- Phone: (02) 8270 9200
- Website:
<https://australiandisabilitynetwork.org.au/students-jobseekers/>
- Scan the QR code on the right to [subscribe to the Programs Mailing List](#) for updates on applications and intakes
- Ask for a copy of the slides by emailing us



Image description: QR code links to Programs Mailing List



AUSTRALIAN DISABILITY
NETWORK